

# **KETS Enterprise VPN**

## **Client Installation, Configuration and Administration Guide**

**Version 1.0**

**January 6, 2005**

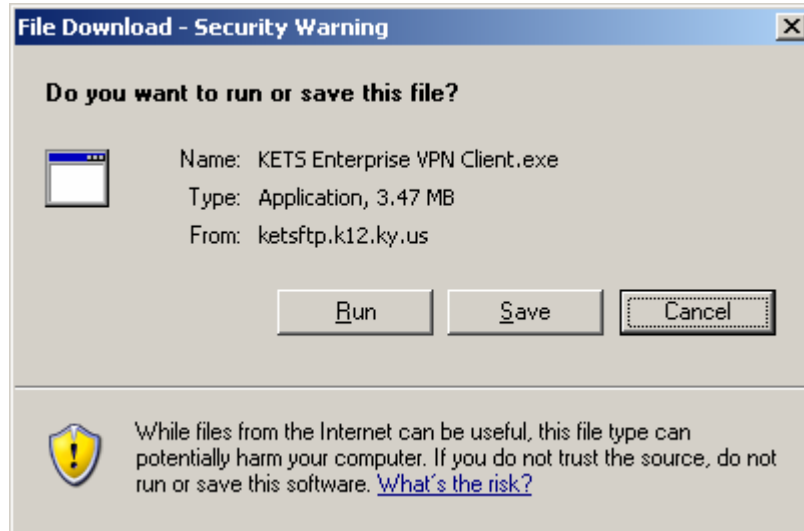
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## I. KETS Enterprise VPN Client Download, Installation and Configuration.

1. Open Internet Explorer and open the following address:

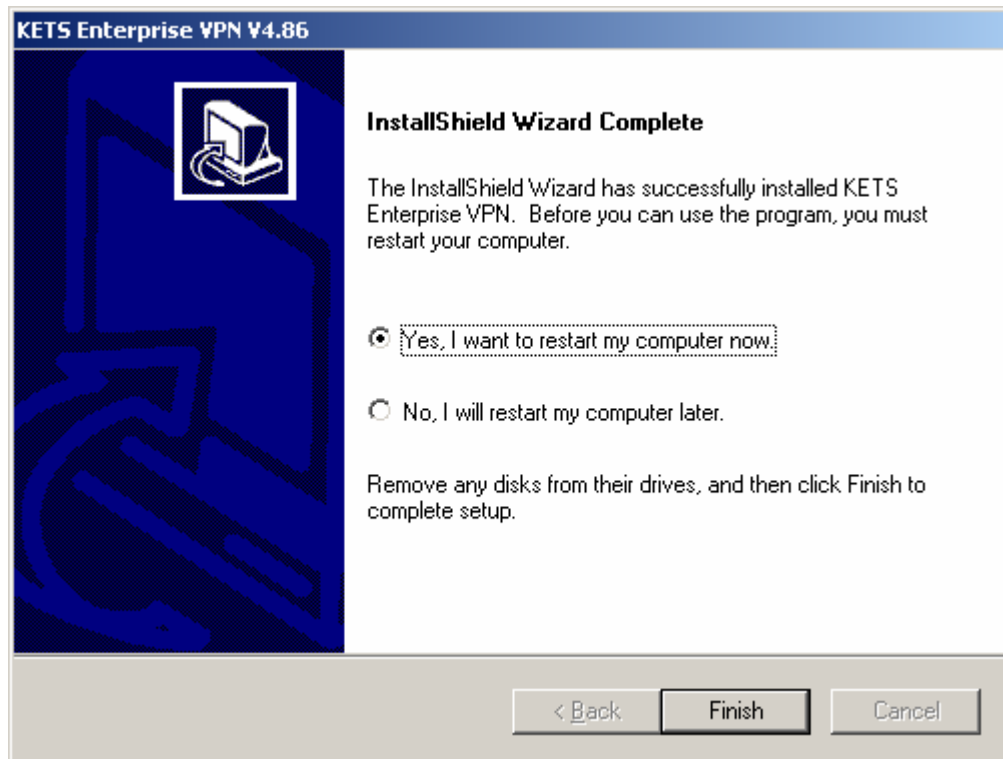
<ftp://ketsftp.k12.ky.us/VPN/KETS%20Enterprise%20VPN%20Client.exe>

2. Left click on “Run” in the following dialog box:



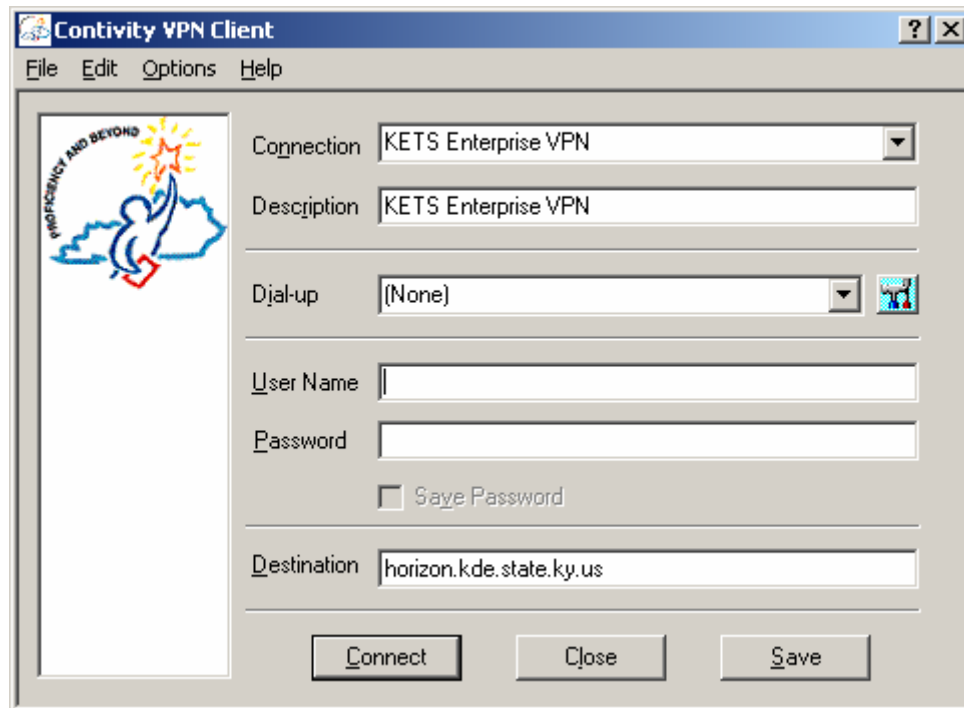
3. Several dialog boxes will open and then close during the installation process.

Once the installation is complete you should see the following dialog box:

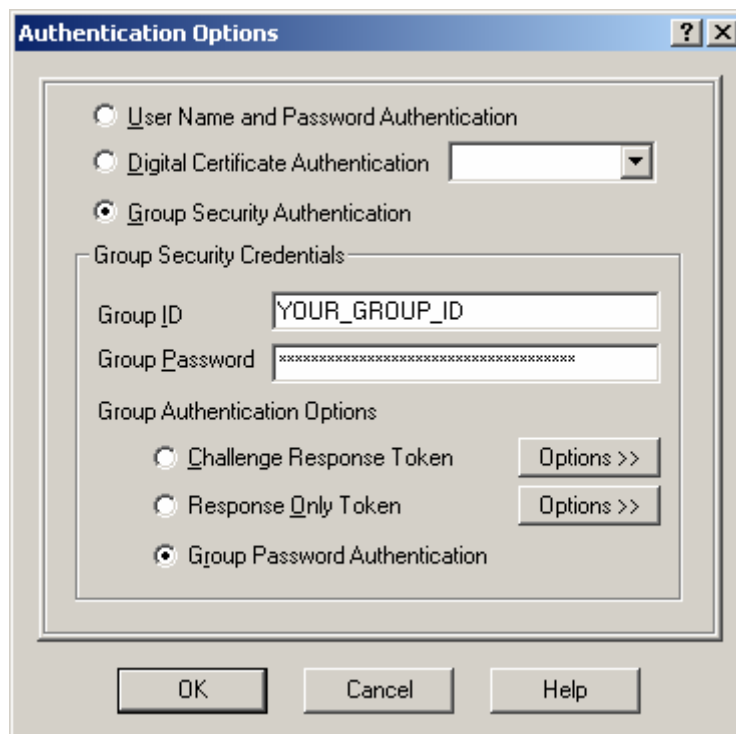


4. Verify that "Yes, I want to restart my computer now" is selected and left click on "Finish". Your system should now reboot.
5. Once the system reboots, left click on the "Start" button and then "Programs" or "All Programs". You should see a new folder called "KETS Enterprise VPN" which will contain three files/links. Left click on "KETS Enterprise VPN" to start the VPN application.

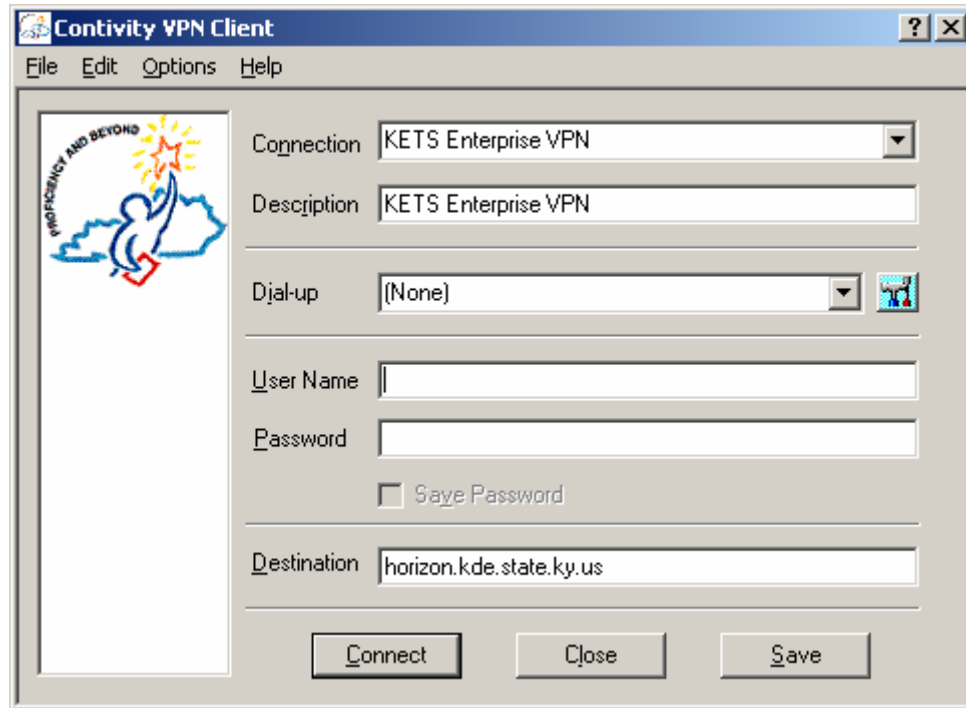
6. You should now see the following dialog box:



7. Left click on “Options” and then “Authentication Options” and the following dialog box should open:



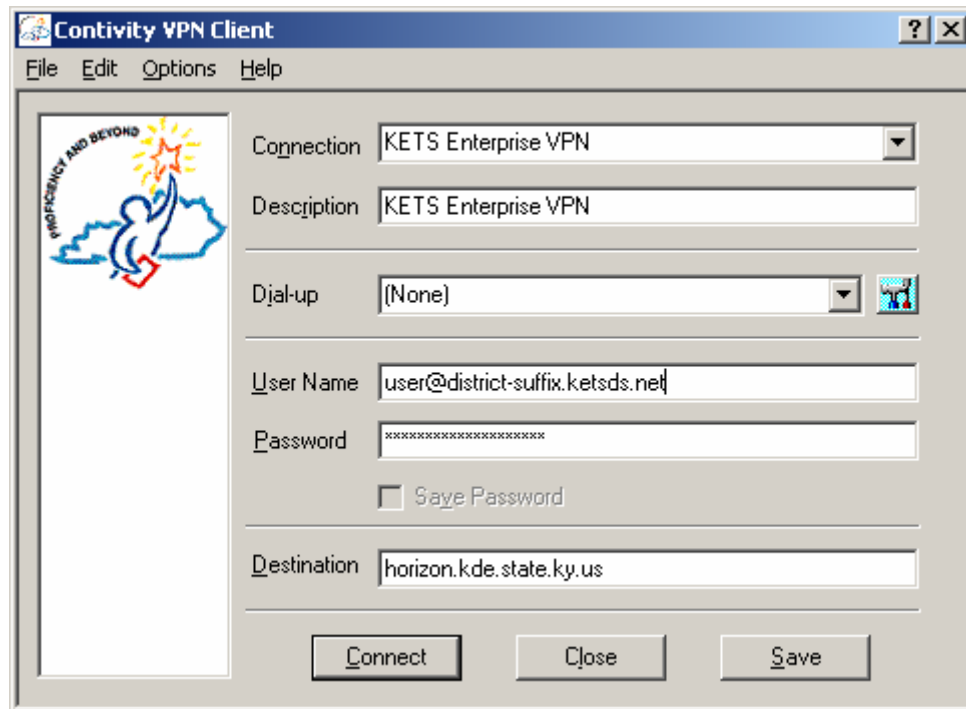
8. Left click on the box to the right of “Group ID” and type in the Group ID you received from you District Technology Coordinator.
9. Left click on the box to the right of “Group Password” and type in the Group Password you received from you District Technology Coordinator.
10. Left Click on “OK”. You should be returned to the following dialog box:



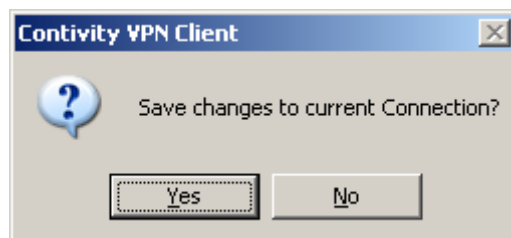
11. Left click “Save” to save the Group ID and Group Password changes.
12. Left click “Close” to complete the installation.
13. Contact the District Technology Coordinator for user User Name and Password information. For problems or issues with network connectivity, please contact the KETS Help Desk at [ketshelp@kde.state.ky.us](mailto:ketshelp@kde.state.ky.us) or by phone (866) 538-7435.

## II. Making the connection to the KETS Enterprise VPN Server.

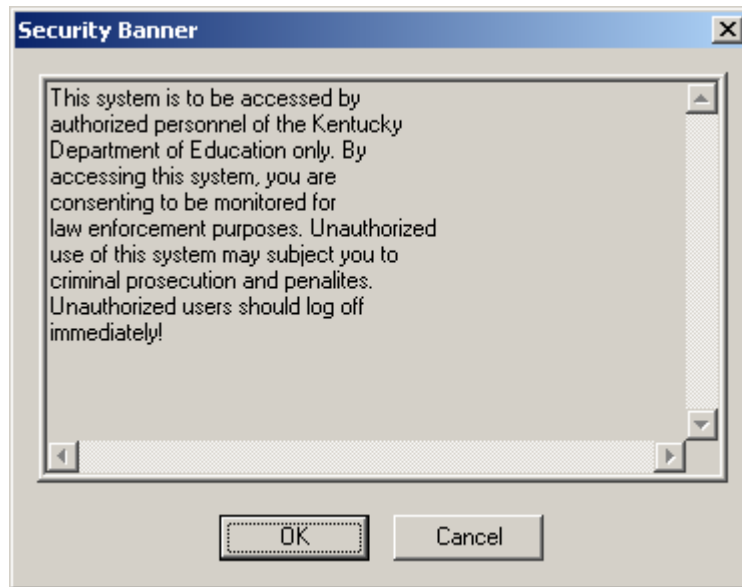
1. Left click on the “Start” button and then “Programs” or “All Programs” then “KETS Enterprise VPN” to start the VPN application.
2. You should now see the following dialog box:



3. Left click on the box to the right of “User Name” and enter your full-qualified user name.
4. Left click on the box to the right on “Password” and enter your password.  
(Note: this password will be the same password your use to log into the machine(s) within your district.”
5. Left click “Connect” and the following dialog box will appear:



6. Click “Save” to save. The client will now remember your user name (you will still be required to enter your password each time you connect to the VPN Server.
7. You should now see the following dialog box:



8. Left Click on “OK” and the following dialog box will appear:



9. Left click on “OK” and this box will close and a KDE logo will appear in the system tray (lower right hand corner of your desktop). You are now successfully connected to the KETS Enterprise VPN Server.



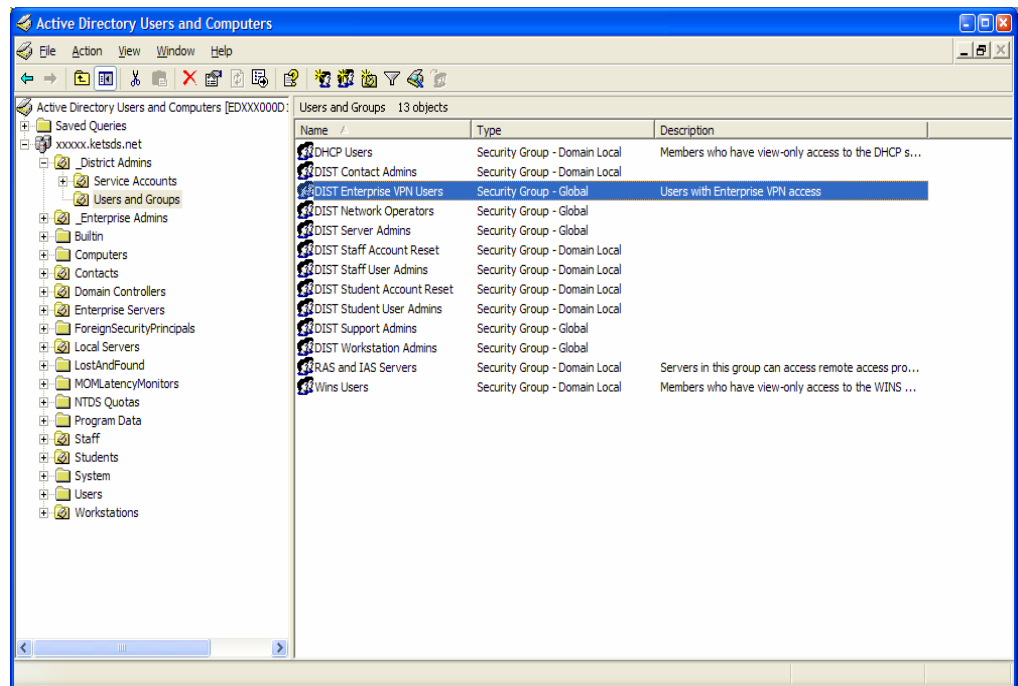
10. For problems or issues please contact the KETS Help Desk at [ketshelp@kde.state.ky.us](mailto:ketshelp@kde.state.ky.us) or by phone (866) 538-7435.

### III. Disconnecting from the KETS Enterprise VPN Server.

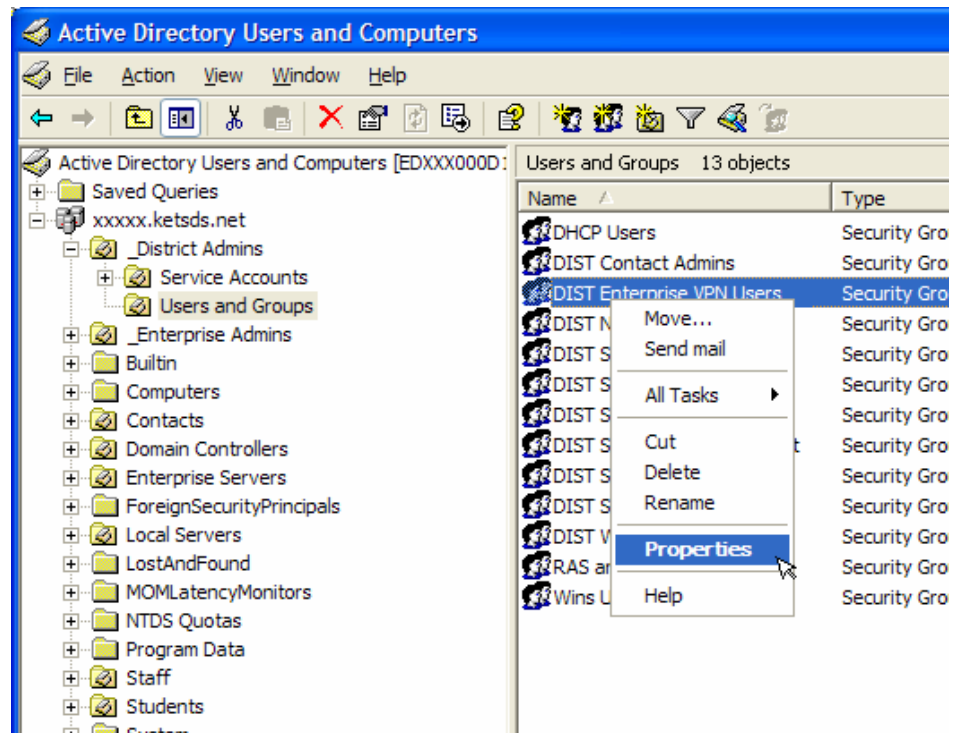
1. Right click on the KDE Logo in the system tray (lower right hand corner of your desktop). Then click “Disconnect Contivity VPN”.
2. For problems or issues, please contact the KETS Help Desk at [ketshelp@kde.state.ky.us](mailto:ketshelp@kde.state.ky.us) or by phone (866) 538-7435.

**IV. Adding Users to District Enterprise VPN User Group (Note: To be completed by District Technology Staff only).**

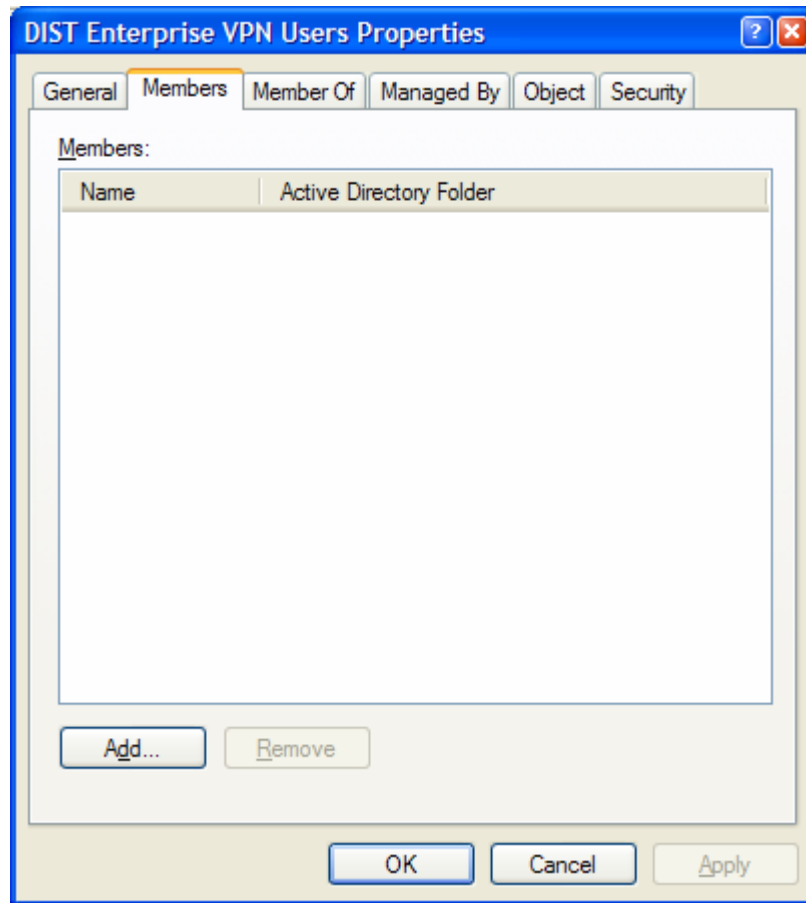
1. Identify the users you will grant VPN access to your district.
2. Add those users to “\_District Admins\Users and Groups\DIST Enterprise VPN Users” global security group.
  - i. Open “Active Directory Users and Computers”



- ii. Right click the “Dist Enterprise VPN Users” group and then select “Properties”.



- iii. Select the “Members” tab and click “Add”.



- iv. Enter the user object and/or groups that you wish to grant VPN access and then click “OK” for all open dialog boxes.
3. Provide User with your Districts Group ID and Password.